

Telephone: (916) 445-7254 or (888) 921-2682 E-mail: credentials@ctc.ca.gov Web site: www.ctc.ca.gov

EMERGENCY PERMIT RENEWAL VERIFICATION FORM Instructions to the Applicant

To renew your emergency permit for an additional year, you must complete the following requirements and submit the application (<u>form 41-REN</u> [pdf]), current fees, and this form (CL-469) through your employing agency.

First Renewal

- 1. You must obtain an evaluation by a Commission-approved teacher preparation program identifying the requirements you must complete for the credential. The college or university must provide verification on page 2 of this form. If no evaluation was completed, your emergency permit will not be renewed. There is no appeal option for this requirement.
- 2. You must complete **one** of the following requirements:
 - a. Take all components of the appropriate subject-matter examination(s). This option is only available to individuals who have not completed the subject matter requirement for the credential.
 - b. Complete at least six semester units or nine quarter units of approved course work in a Commission-approved teacher preparation program or subject-matter program required for the credential. The college or university must provide verification on page 2 of this form.
- 3. The employing agency must verify they have provided you with orientation, guidance and assistance during the valid period of this permit.

Subsequent Renewals

- 1. You must complete at least six semester units or nine quarter units of approved course work in a Commission-approved teacher preparation program or subject-matter program required for issuance of the credential. The college or university must provide verification on the reverse of this form.
- 2. The employing agency must provide the name of the experienced educator assigned to guide and assist you during the valid period of this permit.

Alignment of Emergency Permits with the Federal No Child Left Behind (NCLB) Act

Teachers serving on Multiple and Single Subject Emergency Permits and Education Specialist Emergency Permits are not considered to be compliant with federal law. At its December 2003 meeting, the Commission on Teacher Credentialing voted to discontinue the issuance of Multiple and Single Subject Emergency Permits and Education Specialist Emergency Permits in all subject areas effective July 1, 2006.

(continued)

CL-469 8/06 Page 1 of 2

EMERGENCY PERMIT RENEWAL VERIFICATION FORMInstructions to the Employing Agency and the Institution

Name of Applican	First	Middle	Last
Social Security Number:		County of Emp	loyment:
The employing ag	-	Declaration of Need for Fully Qualifi 5, California Code of Regulations, S	
was provi effective	ided with an orientation to to	eaching, including an overview of cunagement at his or her assigned level	n emergency permit for the first time, arriculum, classroom instruction, and l, and the above-named individual was
Subsequent Renew			
permit hold		is the experienced educator assignment	gned to guide and assist this emergency
Approved by:	ici.		
Name	(print or type)	Title	Employing Agency
S	ignature	Date	
lnetruetiene te	the Institution		
evaluation and un	it requirements for the subjection or head of the education	ect-matter program or credential prog	Verification of the credential program gram must be completed by the person ons and subject-matter verifications for
Yes No			
	An evaluation was completed by this institution identifying requirements this applicant must complete to be eligible for the related credential.		ts this applicant must complete to be
the curr matter	Six semester units or nine quarter units of course work have been completed by the applicant during the term of the current emergency permit and have been accepted by this institution toward either the appropriate subject-matter program or appropriate credential program. This requirement is required only if all of the appropriate subject-matter examination(s) were not taken after the issuance date of the last permit.		
Subsequent Renew	eals (If an applicant has not con	mpleted the required units, the institution	n cannot sign this form.)
date of	the last emergency permit and by this institution toward	nits of course work have been comp nd before the issuance date of the ne either the appropriate subject-matter	
Approved by:			
Name	(print or type)	Title	Institution
Signature		Date	

CL-469 8/06 Page 2 of 2